

	Trans Code	Report Name	Payroll Week					Non Payroll Week				
			* Mon	** Tues	Wed	Thur	Fri	Mon	Tues	Wed	Thur	Fri
<b>Agency's Critical Reports Calendar</b>	ZP169	Payroll Locks	ZP169					ZP169				
	ZY01	Payroll Simulation Error Report	ZY01			ZY01	ZY01					
	ZF69	Payroll Gross/Net Wages Comparison Report		ZF69								
	ZF70	Off-Cycle Reports	ZF70		ZF70			ZF70				
	ZP97	EE Variance Report	ZP97			ZP97			ZP97			
	ZP98	EE Benefits/FMLA Arrears Report		ZP98	run at least once during this week							
	ZP102	Deductions Not Taken Report		ZP102	run at least once during this week							
	ZX02	Mismatch Report	run at least once a week					run at least once a week				
	ZF10	Potential Errors from CC Closures	ZF10					ZF10				

**\*\*\* WARNING \*\*\***  
 Employees on ZP169 and ZY01 will be locked and/or fail payroll until error is corrected.

← ZP169 combines several programs to show EEs who are locked.

← ZY01 will show those who have failed payroll or will.

← ZF69 can be used to find EEs who were under-paid or overpaid.

**ZF70, with report option "Pending Off-Cycles & Errors" is run directly after creating one or more off cycles.**

**ZF70, w/report options "Processed Off-Cycles" OR "Deleted Off-Cycles" can be run to view results of off-cycles saved on a previous date.**

*The following reports are useful to run on an "as needed" basis:*

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|--|--|
| <i>ZF65 EE Payroll Expenditure Detail Report</i> | <i>ZP64 EE Wage Type Results Report</i>      |
| <i>ZP13 Action Reason / Pay Reason Report</i>    | <i>ZP111 Logged Changes in Infotype Data</i> |
| <i>ZP52 Basic Pay Audit Report</i>               | <i>ZP145 Payroll Recon Report</i>            |
| <i>ZT02 Time Entry Audit Report</i>              | <i>ZP151 OGB Interface Log</i>               |
| <i>ZT06 Absence Quota Report</i>                 | <i>PT03 Display Work Schedule</i>            |
| <i>ZT24 ISIS HR Time Statement</i>               | <i>ZT33 Absence and Attendance Detail</i>    |
| <i>ZT34 Overtime Detail</i>                      |  |

*Report documentation is located in ISIS HR Online Help*  
<http://lagovhelp.la.gov/gm/workplace>